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DATE: February 25, 2010

TO: All Surplus Lines Producers

FROM: Janet B. Colby – Insurance Taxation Officer

SUBJECT: Surplus Lines Electronic Filing System Change

******SURPLUS LINES PRODUCERS******
*****IMPORTANT NOTICE*****

Effective **May 1, 2010**, the New Hampshire Insurance Commissioner is transferring the electronic Surplus Lines submissions of forms and payment processing operations to *OPTins* (Online Premium Tax for Insurance), a product of the National Association of Insurance Commissioners (“NAIC”).

The steps to submit your monthly policy filings are very simple and require no formal training. Easy to follow instructions will be provided by the NAIC. There is a set up process at the NAIC which could take up to two weeks. You’ll log in, upload your filing forms and submit your payment online. Your payments will be handled electronically and will be processed through the NAIC.

The current surplus lines database will only be available through **May 10, 2010**, after which time all 2010 filings will be transferred to the new *OPTins* system and will be available for review.

All Surplus Lines Producers will need to contact the *OPTins* Marketing Team optinsmktg@naic.org or 816.783.8787 with any questions and to register.

I’d like to tell you what a pleasure it has been working with all of you over these past many years, and all my best wishes go out to you and yours!

Regards,
Janet

*****IMPORTANT NOTICE*****

Pursuant to NH RSA 405:29 II, “Any producer failing to file the report or failing to remit the proper tax within the time period of filing shall pay a penalty equal to 10 percent of the amount of tax due.”